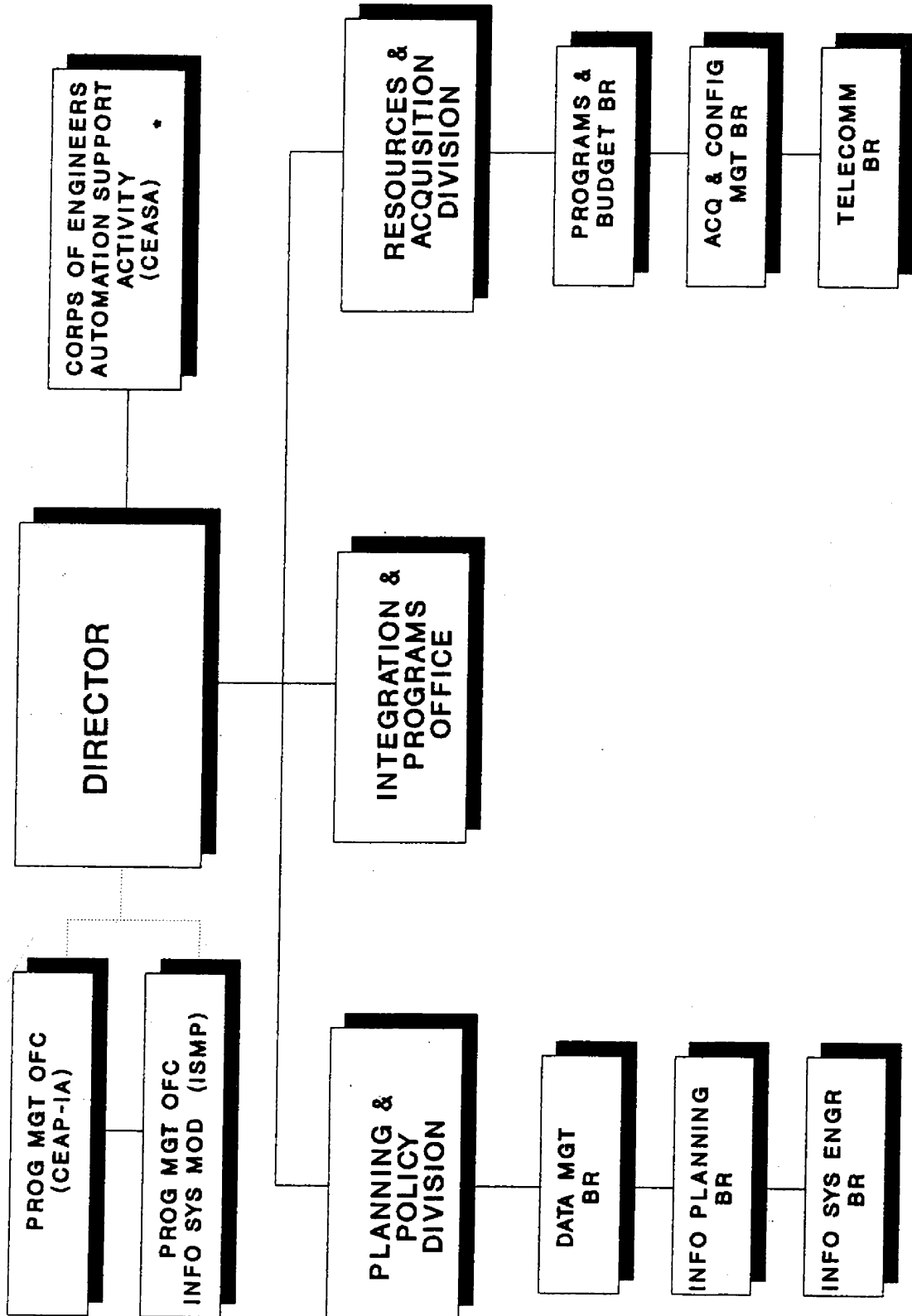


DIRECTORATE OF INFORMATION MANAGEMENT



• FIELD OPERATING ACTIVITY

DIRECTORATE OF INFORMATION MANAGEMENT

Mission

To direct and manage the full information mission area (IMA) support functions (telecommunications, automation, visual information, printing and publications, library and records management disciplines and information resources management (IRM) programs) for USACE.

OFFICE OF THE DIRECTOR Functions

1. Plans, develops, coordinates, and integrates information requirements and architecture.
2. Serves as the central point of contact for all information management (IM) support and IMA standards.
3. Advises the Commander, USACE and Commander, USAISC on all information management matters.
4. Manages the integration of ARSTAF requirements into the USACE IMA Modernization Plan.
5. Establishes long range planning goals and objectives.
6. Provides supervision and oversight in the coordination, execution, and maintenance of the IMA planning process.
7. Serves as functional proponent for USACE (to include civil-funded) IMA requirements.
8. Provides staff supervision of the USACE Automation Support Activity (CEASA).
9. Coordinates and monitors technical assessment-related activities at R&D laboratories.
10. Sponsors or chairs IRM boards and committees.
11. Serves as the USACE IRM Civilian Career Program Manager.

INTEGRATION AND PROGRAMS OFFICE Mission

To manage the integration, program proponentcy, and oversight of the IMA disciplines of Automation, Telecommunications, Records Management, Visual Information, Printing and Publishing, and Library.

Functions

1. Manages and coordinates the career programs within the IMA disciplines.
2. Serves as focal point for Corps-wide IMA training through proponents.
3. Conducts technology assessment across all IMA disciplines.
4. Serves as proponent for USACE Scientific and Technical Information Programs (STIP) and as liaison to federal and nonfederal library activities.
5. Conducts oversight for Field Information Management Users Groups (FIMUG).
6. Participates in the formulation of IMA Modernization Plan guidance, review of FOA IMA Modernization Plans, and in the development of information management strategic plan.
7. Serves as USACE proponent and manages Visual Information, Motion Media and Exhibit Programs.
8. Administers life-cycle management for Visual Information equipment and products via Visual Information system Program (VISIP) and the Defense Audiovisual Information System (DAVIS).
9. Provides command and control Communications-Electronics (C-E) staff support for the Emergency Management.
10. Administers the Corps Printing Management Programs. Provides oversight of field printing plants, duplicating facilities and printing procurement operations.

PLANNING AND POLICY DIVISION Mission

To provide policy and staff supervision to all USACE and its subordinate elements on IMA planning, data management, and life cycle management of information systems.

OFFICE OF THE CHIEF Functions

1. Develops and maintains the USACE Information Requirements Study (IRS) and Information Requirements Study Implementation (IRSI).
2. Provides Corps technical support for Standard Army Management Information Systems (STAMIS).
3. Administers the USACE automated IMA initiative tracking system.

4. Formulates functional application systems development procedures, systems documentation, and information systems priorities and slate.

INFORMATION PLANNING BRANCH

Functions

1. Coordinates, disseminates, and maintains all USACE IMA policy.
2. Develops, coordinates, and maintains the USACE Information Management Strategic Plan.
3. Develops and maintains USACE information architectures and configurations.
4. Develops, coordinates, disseminates the USACE IMA Modernization Plan and guidance.
5. Develops overall corporate management strategy and guidance for the Information Mission Area initiatives development, review, validation, and tracking system.
6. Coordinates and maintains the USACE Information Requirements Study (IRS) and the Information Requirements Study Implementation (IRSI).
7. Serves as USACE proponent for AR 25-series (Information Management).

INFORMATION SYSTEMS ENGINEERING BRANCH

Functions

1. Develops and maintains the STAMIS and Corps of Engineers Management Information Systems (COEMIS) interfaces with the Corps systems modernization program.
2. Develops, coordinates, and maintains the USACE Information Engineering methodology and procedures.
3. Develops, schedules and provides managerial oversight of the Structured requirements Analysis Planning (STRAP) projects.
4. Develops, schedules and provides managerial oversight of the Prototype Developments Concepts (PDC) projects.

DATA MANAGEMENT BRANCH

Functions

1. Develops, coordinates, and implements HQUSACE data policy and planning strategies.
2. Provides staff support for the development of the USACE logical data model and the Command Data Model.

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31 Oct 90

3. Coordinates the integration of Data architecture with the Application and Geographic architectures.
4. Manages the USACE Encyclopedia.
5. Develops Army Records Management Program standards and for the maintenance and disposition of USACE automated and manual records.
6. Manages the Printing and Publications Program for USACE.
7. Provides liaison with DA and review of DA Media under sponsorship of USACE.

RESOURCES AND ACQUISITION DIVISION
Mission

To provide acquisition management for USACE information resources.

OFFICE OF THE CHIEF
Functions

1. Serves as IM member of Resource Management Advisory Committee (RMAC).
2. Plans, directs, controls and manages the activities of the division.

PROGRAM AND BUDGET BRANCH
Functions

1. Develops Corps-wide OMB civil budget and Information Technology systems Budget (ITSB).
2. Serves as program manager for Direct Customer Payment (DCP) funds for printing, mail and telecommunications.
3. Defends IM resources in the DA Information Management Panel.
4. Serves as program director for the resources transferred to the IM Army Management Structure (AMS) codes in the Operation and Maintenance, Army, Appropriation.
5. Serves as Financial Program Manager for the Corps of Engineers Automated Legal System (CEALS).
6. Develops accounting structure for IMA costs Corps-wide.
7. Executes CEAP-IA and ISMP budgets.
8. Develops Corps-wide IM portion of the Program Objective Memorandum (POM) budget.

ACQUISITION AND CONFIGURATION MANAGEMENT BRANCH
Functions

1. Analyzes, evaluates, plans, defines specifications, prepares documentation, coordinates and submits IMA acquisition requirements for USACE and higher authority approval.
2. Arranges for acquisitions of USACE-wide IMA hardware, software, commercial services and telecommunications.
3. Plans, defines specifications, schedules, and acquires USACE-wide IMA hardware, commercial services, and associated telecommunications capabilities.
4. Manages the IMA Delegated Procurement Authority (DPA) process.
5. Provides Contract Officer Representative (COR) and Contracting Officer Technical Representative (COTR) for all IMA Corps-wide contracts.
6. Plans and establishes acquisition strategies based on studies of future technology trends, utilization tendencies, and USACE configuration management requirements.
7. Serves as USACE point of contact for coordination, implementation and management of the Army Automation Resource and Planning Management Information System (ARPMIS) and manages the USACE ADPE inventory.
8. Serves as IMA functional proponent for the Internal Control Program.

TELECOMMUNICATIONS BRANCH
Functions

1. Identifies long range USACE telecommunications requirements, including voice, data, facsimile, and record message. Develops plans for optimal communications network configuration.
2. Coordinates the USACE IM functional areas of communications networking, configuration analysis, frequency management, natural disaster radio, DA CONUS radio system, satellite communications and integrated Voice/Data.
3. Provides for the acquisition and control of DCS long-haul leased telecommunications services.
4. Provides staff supervision for contract maintenance program, equipment installation, relocation, de-installation, and performance evaluation of telecommunications equipment.
5. Exercises staff supervision of the USACE communications program, systems, and facilities to include civil works radio networks.
6. Serves as functional proponent for US Army Civilian Career Program 25, Telecommunications.

QM 10-1-1
31 Oct 90

The Directorate of Information Management provides general technical and administrative resources and support to the following:

PROGRAM MANAGEMENT OFFICE
CORPS OF ENGINEERS AUTOMATION PLAN OBJECTIVE IA (CEAP-IA)

Mission

To manage the CEAP-IA program through its life cycle in coordination with the Program Executive Officer for STAMIS, the functional proponent HQUSACE, GSA, and other DOD/governmental agencies or activities as appropriate.

Functions

1. Develops the technical requirements for CEAP-IA while planning, programming, budgeting, scheduling and tracking the resources and activities required to acquire, deploy and transition to the envisioned new environment.
2. Plans, coordinates, and monitors Corps-wide acceptance of, and migration to, the CEAP-IA environment, including training, site preparation, software conversion, parallel operations, and systems integration.
3. Serves on the Automation Configuration Management Board, the Information Resources Management Steering Committee's Executive Committee, and the source Selection Advisory Council.
4. Serves as the initial contracting officer's technical representative for the CEAP-IA contract.
5. Evaluates, negotiates, and recommends selection and deployment scenarios within the CEAP-IA environment.

PROGRAM MANAGEMENT OFFICE
CORPS OF ENGINEER INFORMATION SYSTEMS MODERNIZATION PROGRAM (ISMP)

Mission

To improve the accuracy, completeness, availability, timeliness and usefulness of information systems at all Corps levels and across all functional boundaries within the Corps.

Functions

1. Develops an overall information systems modernization automation plan which includes program goals, objectives, project schedules and proposed budgets.
2. With systems proponents, develops plans for and oversees implementation of newly developed systems.
3. Ensures newly fielded systems are in compliance and compatible with Army and USACE IMA architectures and standards.

31 Oct 90

4. Ensures integration of USACE information management policy and standards and use of Corps Information engineering Methodology in developing application, data and geographic architectures, discovering data needs and developing all new information systems under the ISMP umbrella.

5. Executes the Information Systems Modernization Program as approved by the Deputy Director, USACE and the Information Resources Management Steering Committee.